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**EXECUTIVE COMMITTEE MEETING**  
**Department of Workforce Services**  
**1385 South State Street, Salt Lake City, Utah**  
**Monthly Meeting Minutes**  
**Thursday, November 3, 2005**  
**12:00 p.m.**

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Presiding: Greg Diven, Chair

Present: Charles Daud, Linda Fife, Norman Fitzgerald, Senator Brent Goodfellow, Commissioner Colleen Johnson, Mike Richardson, Kevin Schofield, Karen Silver, Stephanie Smith

Absent: Jennifer Carroll, Edith Fauver, Jill Merritt, Steven Rosenberg, Kerry Steadman, M. Ali Wilkinson

Excused: Councilman Jim Bradley, Paul Jackson, Jon Pierpont

Staff: Karla Aguirre, Steve Leyba, Diane Lovell, Mary Peterson

**Welcome & Announcements**

Chairman Greg Diven called the meeting to order at 12:10 pm and welcomed Senator Brent Goodfellow, Mike Richardson and his assistant Stephanie Smith (titles?)

Greg Diven noted the excellent turnout to the Council of Councils held on October 13, 2005 and briefly highlighted the event. He also noted the Wellness Conference sponsored by the Department of Health and recalled the Council's Ad Hoc Health Committee developed a promotional campaign and PowerPoint presentation to market this event to small employers. Ashley Argyle, Department of Health Specialist indicated that attendance was up this year by 60%. This increase was attributed to the Regional Council/DWS conference promotion.

The annual retreat for Central Regional Council has been scheduled for April 27, 2006 and Mr. Diven announced that Kevin Schofield has recommended Quinn McKay as the guest speaker. Mr. Diven and Mr. Scofield shared information about Mr. McKay's background and asked for the Committee's approval.

**Norm Fitzgerald moved that Quinn McKay be the keynote speaker for the Council's 2006 retreat. Karen Silver seconded the motion. All voted "Aye". The motion carried.**

**Regional Director's Remarks**

Steve Leyba presented the *Regional Director's Report* on behalf of Jon Pierpont. He shared a handout which highlighted the following information:

- An update on the Reorganization of Administrative Duties

- Youth EmployAbility Service (YES)
- Food Stamp Bonus
- FEP Participation (Region)
- October 25 EmployAbility Job Fair
- Eligibility Workload

### **Worksite Learning Focus Group**

Kevin Schofield reported that he and Jill Merritt met with Laurel Morris and the DWS Worksite Learning staff. The purpose of this “focus group” discussion was to obtain feedback from Council members to refine the DWS strategies utilized to increase work sites for On the Job Training (OJT) and unpaid internships. After the staff presentation, Mr. Scofield and Ms. Merritt offered the following suggestions:

Following are suggestions received from Council members:

- Provide an example (success story) of a program placement to the employer
- Provide program success ratios
- Provide tax benefit information for employers
- Emphasize that the amount of paperwork is minimal that would be required from employer Human Resource Departments, when hiring these individuals
- **Do not** use Department of Workforce Services acronyms in presentations to employers
- Include timeframes in which an employer can expect job referrals
- Discuss barriers customers may be facing
- Schedule another brief presentation to the Council focusing on OJT and Paid Internships

Laurel Morris and her staff indicated the feedback and recommendations were valuable and will use the suggestions to modify future employer presentations.

### **Automotive/Heavy Duty Technician Roundtable**

Chairman Diven reported that at the October 25<sup>th</sup> Roundtable, state and local educators again heard industry concerns, outlined a number of challenges associated with implementing the initial recommendations and appealed to employers for their help. More importantly, “education” also agreed to explore several Action Steps to address the industry’s concerns. Those steps considered include but are not limited to the following plans:

- The Wasatch Front Consortium to convene a meeting of the 5 School District CTE Directors/automotive instructors, SLTATA program staff/automotive instructors and SLCC program staff/automotive instructors to revise automotive technology curricula to ensure consistency with current industry standards.
- Mary Shumway to coordinate technology training for instructors in 5 school districts. The intent is to ensure instructors are trained to deliver current, industry-specific curricula.

- Consider developing TechPrep agreements for both the Automotive and Heavy Duty Programs, which include articulation among high schools, SLCC and the SLTATC.
- Explore a partnership between DWS, LH Miller Motor Fest and Construction Career Days model for the automotive/heavy duty industry.

A conference call involving key players representing the Council and DWS, the auto/heavy duty industry and education leadership is scheduled for November 15, 2005 to review progress towards the implementation of the planned action steps.

Linda Fife was asked to report the outcome at the next Central Region Council Meeting.

### **Training Provider Application & New Application Review Process**

Due to time constraints this will be discussed at the next Council meeting.

### **Legislative Forum Priorities – Mike Richardson**

Mike Richardson provided a handout of Supporting Documents for the 2006 Legislative Briefing and covered the proposed legislation which included:

- Simplified reporting for Public Assistance Program
- Unemployment Compensation Social Security Offset
- Employment Security Act Amendments

The Appropriation Requests (budget items) include:

- eRep Project
- General Assistance Program
- Food Stamp Program
- Child Care Program

### **Legislative Forum Agenda Setting and Final Planning**

Chairman Diven reviewed the working agenda for the Legislative Forum on November 17, 2005 that was provided in each packet and asked for any comments. He asked “Is the Council addressing the right concerns and is there is a need to modify the agenda?”

Senator Goodfellow commented that providing the legislators with a brief overview and a detailed reported to take with them will be helpful.

Diane Lovell will contact those committee members not in attendance today with their call assignments. The results of the calling assignments are due to her by November 15<sup>th</sup>.

### **Agenda Setting – November 17 Regional Council Meeting**

Greg Diven reviewed the agenda for the November 17, 2005 Regional Council Meeting and asked for any additional topics that needed to be included with the following:

- Provider Applications
- Executive Roundtable Report

- Regional Director's Report
- Other Committee Reports
- Worksite Learning Update (may be included in Regional Director's Report)

### **Old Business**

There was no old business discussed.

### **New Business**

Senator Goodfellow noted that there is a movement underway to eliminate Sales Tax on food which will benefit those at a lower income level. When asked how the state will recover if this is done, Senator Goodfellow indicated that the economy is growing and we have a surplus to do this rather than refund small amounts of money to taxpayers.

Senator Goodfellow also suggested having Tani Downing present the bills at the Legislative Forum due to her influence and greater impact on the legislator's. Mike Richardson will forward this request to her.

Chairman Diven adjourned the meeting at 1:45 pm.